



# LOS ANGELES COUNTY COMMISSION ON HIV

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*While not required of meeting participants, signing-in constitutes public notice of attendance. Presence at meetings is recorded solely based on sign-in sheets, and not signing-in constitutes absence for Commission members. Only members of the Commission on HIV are accorded voting privileges, thus Commissioners who have not signed in cannot vote. Sign-in sheets are available upon request.*

## EXECUTIVE COMMITTEE MEETING MINUTES

June 1, 2010

Approved  
6/28/2010

MEMBERS PRESENT	MEMBERS ABSENT	HIV EPI AND OAPP STAFF	COMM STAFF/ CONSULTANTS
Carla Bailey, <i>Co-Chair</i>	Lee Kochems	Kyle Baker	Jane Nachazel
Anthony Braswell, <i>Co-Chair</i>	Angélica Palmeros		Glenda Pinney
Sergio Aviña	Mario Pérez		Jim Stewart
Al Ballesteros	Kathy Watt	PUBLIC	Craig Vincent-Jones
Nettie DeAugustine	Fariba Younai		Nicole Werner
Whitney Engeran-Cordova		Dean Page	
Jeffrey Goodman			
Michael Johnson			
Brad Land			

### CONTENTS OF COMMITTEE PACKET

- 1) **Agenda:** Executive Committee Meeting Agenda, 6/1/2010
- 2) **Minutes:** Executive Committee Meeting, 3/1/2010
- 3) **Minutes:** Executive Committee Meeting, 3/29/2010
- 4) **Minutes:** Executive Committee Meeting, 5/3/2010
- 5) **Table:** May Work Projects/Tasks Deadlines, 5/3/2010
- 6) **Letter:** Concurrence with FY 2010 allocations, 5/27/2010
- 7) **Legislature:** AB 2590: (Lowenthal): Medi-Cal: disease management programs: HIV/AIDS: disclosure of information: contractors, 2/19/2010

1. **CALL TO ORDER:** Mr. Braswell called the meeting to order at 10:20 am.
2. **APPROVAL OF AGENDA:**  
**MOTION #1:** Approve the Agenda Order (*Passed by Consensus*).
3. **APPROVAL OF MEETING MINUTES:**  
**MOTION #2:** Approve the 3/1/2010, 3/29/2010 and 5/3/2010 Executive Committee meeting minutes, as presented (*Passed by Consensus*).
4. **PARLIAMENTARIAN REMARKS:** There was no report.
5. **PUBLIC COMMENT, NON-AGENDIZED:** There were no comments.
6. **COMMISSION COMMENT, NON-AGENDIZED:** There were no comments.
7. **PUBLIC/COMMISSION COMMENT FOLLOW-UP:** There were no comments.
8. **CO-CHAIRS' REPORT:**
  - A. **Succession Planning:** Mr. Braswell reported that he had contacted all of the participants and scheduled the first meeting.  
➡ Succession Planning Work Group will meet at Cedars-Sinai, Tuesday, 6/29/2010, 5:30 pm.

- B. **Committee Workplans:** The Committee agreed that it had been too long since it had last updated the workplan, and the urgency of the State budget crisis would have set aside earlier updates anyway. They agreed that it would be essential to update them as the Commission begins attending to its ongoing responsibilities again.

➡ Committees will update plans with the goal of presenting them at the July Commission meeting.

## 9. EXECUTIVE DIRECTOR'S REPORT:

### A. Commission Operational Budget FY 2010:

- Mr. Vincent-Jones reported that he will complete the budget shortly after the meeting—once he can get the final figures he is waiting on—and will submit it, per Committee delegated authority from the prior meeting to the Co-Chairs for approval, then forward it to the Executive Office and OAPP to meet required deadlines.
- It would have been done by April, but the award was not received until mid-March, final HIV Epidemiology Program LACHNA expenses were just received with rent and personnel expenses received only a couple of weeks earlier.
- Mr. Engeran-Cordova expressed general discomfort with delegated authority, but acknowledged extensive discussion of available information at the June meeting which he was unable to attend, and the exigencies of the circumstances.
- ➡ Mr. Vincent-Jones will complete the Commission Operational Budget, submit it to the Co-Chairs for approval, then forward it to the Executive Office and OAPP. The approved budget will be presented to the Committee at the July meeting.

### B. Commission Work Priorities:

- Mr. Vincent-Jones said the June projects/tasks table was not available due to computer problems. He used the May table as a reference and will update it within the next few days.
- Priorities determined for the May Work Projects/Tasks Deadlines by Mr. Vincent-Jones except as noted are:
  - ➡ General: All-Grantees meeting abstracts, done; Parliamentary RFP and Benefits Consultant Sole Source PO, final draft stages, June; Immigration Brief, three-quarters drafted, complete June, Mr. Vincent-Jones and attorney; Commission Workplan, July; Update Assignment System and reorganize for fewer staff, June;
  - ➡ Executive Committee: Commission budget, final stages, June, Mr. Vincent-Jones, Ms. Bailey and Mr. Braswell; Memorandum of Understanding, June; Succession planning, on schedule, Mr. Vincent-Jones and Work Group;
  - ➡ JPP Committee: ADAP advocacy, per State action; Federal legislative positions and JPP legislative docket, June; Health Care Reform and May Budget Revise briefs, June, Julie Cross; HIV/STD Control in the Adult Film Industry Hearing, begin preparation in June for September event, Mr. Vincent-Jones and Ms. Werner;
  - ➡ Operations Committee: Assessment of Administrative Mechanism RFP, begin in June; Training and educational materials, postponed to June due to meeting cancellation, Mr. Vincent-Jones and Committee;
  - ➡ P&P Committee: SPA presentations, done; Nutrition Support Study, postponed until mid-summer; Data Day, begin preparation in June for September event, Mr. Vincent-Jones and Ms. Werner;
  - ➡ SOC Committee: Half of 1,500 pages of standards edited, complete in June; Medical Home application to CHIRP, submitted by OAPP; Service Effectiveness Evaluation provider survey, meeting to finalize 6/2/2010; Special Population Guidelines, June 2010; Residential Housing and Case Management. Housing standards of care, Phil Meyer; SOC and Grievance Policies and Procedures, June 2010; Continuum of Care finalization, June 2010.
- Mr. Vincent-Jones said the Immigration Brief will educate undocumented PWH and providers who serve them on seeking naturalization through human rights avenues, which are more effective than immigration policies for PWH and LGBT. He is working with Judith Marty, an attorney who is probably the foremost expert on this type of law in Southern California.
- The brief was planned prior to the Arizona law or HUD's new Shelter+Care policy about the undocumented when he met with an attorney in the field, identified the alternate approaches, and that few immigrants are aware of them. He added that a key point to get across is human rights or immigrations claims should be filed in the first year of arrival in the country to avoid complications.
- Mr. Engeran-Cordova noted the second HIV/STD Control in the Adult Film Industry hearing will reflect activity such as Cal-OSHA addressing regulatory changes in June, the State discussion on whether licensed talent agencies can send talent to a known unsafe work site, and new guidelines issued by the Adult Film Industry. Increased activity should spur more involvement by both industry representatives and performers.
- The hearing will help document County support of legislation and help identify effective strategies, such as using the LA Film Board to require safe practices to acquire a permit. It may also facilitate finding an author for the bill.
- Mr. Vincent-Jones noted the Commission Ordinance update will be added to the list when the Executive Office notifies the Commission of its review date. There already is a list of changes to be made, mostly due to reauthorization, so the work should be minimal.

**10. OAPP REPORT:**

- Mr. Vincent-Jones noted that he, the Co-Chairs, with feedback from OAPP, developed the FY 2010 letter of concurrence in the packet. It differs from previous letters in noting reservations about Benefits Specialty and Health Premiums/Cost Sharing implementation, but also notes resolution is expected by the end of FY 2010. The Commission must verify funding is consistent with allocations or address variances. The HRSA Project Officer assured him reservations are common and will not affect the award.
- Mr. Engeran-Cordova would like the Executive Committee to review the letter. Mr. Vincent-Jones responded that, in the past, he has brought the letter to the Executive Committee, and the Commission if possible, if time allows. That was not the case last year: he had not been notified of the letter's due date until a couple of weeks prior, never received a list of Conditions of Award (COA), and OAPP's final allocations had only been received in the past week due to the late award and other reasons. The letter was due to HRSA a few days later. Legislation only requires planning body co-chairs to sign it, but assured that it is presented to the Committee when time permits. Mr. Goodman indicated that he and Ms. Watt, P&P Co-Chairs, agreed with the letter and were consulted on it.
- Mr. Vincent-Jones went on to say that the letter requires the Commission to exercise due diligence; and to not note any concerns would represent the Commission's failure to fulfill its responsibilities. While Dr. Green had told the P&P Committee that Benefits Specialty would not be likely implemented until mid – late in FY 2010, and it seems to be moving forward, there are still concerns whether it will be implemented in FY 2010; there are greater concerns about Health Insurance Premiums/Cost-Sharing, for which work has not even started. He added that Oral Health services had been originally included as a concern because OAPP had initially indicated that it would be significantly underspent; it was removed with revised assurances by OAPP that they expected to expend the allocation to oral health services by the end of the year.
- ➡ Mr. Vincent-Jones will follow-up with Michael Green, Chief, Planning and Research Division, OAPP, on when he will present to the P&P Committee on Oral Health Services.

**11. HIV EPIDEMIOLOGY REPORT:** There was no report.

**12. PREVENTION PLANNING COMMITTEE (PPC) REPORT:** The PPC will present on its structure at the June Commission meeting. Mr. Vincent-Jones noted many new members are unaware of the PPC role and function.

**13. CONSUMER CAUCUS REPORT:**

- Mr. Land said participation was good, but newer members need more training to feel trust in the system, for example, consumers often do not understand how subjects come to the Commission because they do not understand the committee process.
- Mr. Aviña felt a Latino consumer caucus was especially important now with the additional pressure on undocumented immigrants. Mr. Braswell felt it would be most helpful to develop a Latino Caucus meeting within the next three months in an area with a high Latino presence.
- Mr. Vincent-Jones responded that the HIV/STD Control in the Adult Film Industry hearing and P&P's Data Day are already on the schedule for that time period, with the Annual Meeting the following month and ongoing work to schedule the remaining Consumer Caucus roundtables. He noted that the Committee, per its own commitment, wanted to start paying closer attention to scheduling work, and that schedule is already going to be an extreme drain on limited human resources, and adding another event would impact work flow even further.
- ➡ One person from each committee will provide overview of that Committee's work on a rotating basis.
- ➡ Mr. Johnson, Operations Co-Chair, will present the Latino consumer caucus subject to that committee to explore planning options and Mr. Aviña, who will contribute to development as Latino Task Force Co-Chair. Timeline changed to six months.

**14. STANDING COMMITTEE REPORTS:**

**A. Standards of Care (SOC):**

1. **Standards of Care:** Mr. Vincent-Jones continues editing work.
2. **Evaluation of Service Effectiveness:** Provider surveys should be ready in a couple weeks and OAPP is collecting program data. It is hoped the report card will be ready by August.

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B. **Joint Public Policy (JPP):** AB 2590 recommended to the Executive Committee has died in suspense.

1. **State Budget 2010/11 – May Revise:**

- This budget cuts the proposed ADAP increase from \$100 million to \$70 million based mostly on revised estimates of savings which, if accurate, will not affect overall services. The January proposal to cut \$10 million from county jails remains. The Sheriff's Department estimates a \$3.9 million cut to the County though OAPP believes it will be more.
- Mr. Engeran-Cordova felt the risk of a further degradation of the credit rating will push people to pass a budget earlier this year.
- Ms. DeAugustine noted cities/counties had some cushion when the State stopped paying bills last year. Most do not now. If the State stops paying, the City of Long Beach will definitely lay off staff, and others likely will as well.
- Mr. Engeran-Cordova said issues this year are more nuanced and complex, which makes it harder to focus advocacy.
- ➡ Mr. Engeran-Cordova will present on key budget issues at the June Commission meeting and will attend the Consumer Caucus to explain the budget process and answer questions. Per Mr. Page's request, the May Revise budget will be in the June Commission packet.
- ➡ JPP and staff will prepare basic advocacy materials to help educate consumers on how to advocate.

2. **Surveillance:** There was no report.

C. **Priorities and Planning (P&P):**

1. **FY 2011 Priority- and Allocation-Setting:** Mr. Goodman, Co-Chair, said prioritization began with a zero-sum exercise to review services without prior ranking comparisons. Final priority recommendations are expected for the June Commission meeting. The Committee expects to address allocations starting at its 6/15/2010 meeting.

D. **Operations:** Mr. Johnson, Co-Chair, reported the prior month's Committee had been cancelled. He added that the Committee continues to focus on training and membership development.

15. **NEXT STEPS:** There was no discussion.

16. **ANNOUNCEMENTS:** There were no announcements.

17. **ADJOURNMENT:** The meeting was adjourned at 11:55 am.